

Department of Homeland Security Intelligence Training Academy Newsletter



Editor's Note - Welcome to the APRIL 2018 edition of the DHS Intelligence Training Academy (ITA) Newsletter. This edition contains important information to support your professional development activities.

We want to hear from you, so please share your feedback by emailing us at IA-Registrar@HQ.DHS.GOV.

This content is FOR OFFICIAL USE ONLY.

ITA Overview

ITA History – On January 29, 2007, The Office of Intelligence and Analysis (I&A) began delivering intelligence training through the Intelligence Training Branch (ITB). On March 15, 2007, the ITB graduated the first group of 17 students from the Basic Intelligence Threat Analysis Course (BITAC).

From January 2007 to September 2012 the ITB taught in-resident courses at the Federal Law Enforcement Training Center (FLETC) Cheltenham, MD; the DHS Nebraska Avenue Complex, Building 19, Washington DC; and the National Transportation Safety Board (NTSB) Training Center in Ashburn, VA. During this period the ITB also delivered mobile training teams to the State and Local Fusion Centers throughout the United States.

The Department's Intelligence Training Academy (ITA) was formally established October 1, 2012 and the ITA was moved to its current location at 90 K Street NE, Washington DC.

On November 20, 2014, the ITA became fully accredited by the Federal Law Enforcement Training Accreditation (FLETA) Board. FLETA accreditation ensures the training you receive is high quality and supports your professional development requirements. The past 11 years has been extremely busy delivering **793** courses and training **14,791** students.

We look forward to seeing you at the ITA in 2018!

Enrollment Procedures

Homeland Security Intelligence Collaboration – The ITA’s programs support the intelligence professional development requirements of the following organizations:

- Department of Homeland Security (DHS)
- US Federal, State, Local, Tribal, and Territorial government
- DHS International partners (*contact Registrar for details*)
- DHS Private Sector partners (*contact Registrar for details*)

Easy Enrollment – The ITA does not require SF182s to enroll in our programs. However, employees must follow their agency’s training approval process prior to registering for an ITA program. Please read each program description provided in the FY18 Catalog for eligibility criteria and contact the IA-Registrar@HQ.DHS.GOV; 202-275-4160 with any questions.



Please click the picture to view the Updated ITA Catalog for FY18.



Please click the picture to register for an ITA program.



Please click the picture to get directions to the ITA.



Please click the picture to view the Updated ITA Training Calendar for FY18.

Upcoming Training

I&A Analytic Development Course (IADC) – The IADC provides employees the knowledge and skills necessary to work in the Office of Intelligence and Analysis. Students will learn I&A specific processes from initial requirements development to final production of I&A analytic products. During the course students apply analytic tradecraft to real world homeland security scenarios and produce intelligence products. Upon graduation, students will be able to conceptualize, plan, research, and write I&A intelligence products.

- ♦ **Course Dates:** 4/30/18 – 5/18/18
- ♦ **Target Audience:** I&A Homeland Security Intelligence Analyst
- ♦ **Clearance:** TOP SECRET//SCI
- ♦ **Required Training:** Completion of the Intelligence Analyst Basic Course (IABC) or equivalent.

Critical Thinking And Analytic Methods Course (CTAM) – The CTAM provides employees an introduction to critical thinking and analytic methods. Throughout the course students apply critical thinking skills in a homeland security practical exercise. Upon completion, students will have the ability to perform intelligence question validation; apply critical reading techniques to review initial intelligence information; apply ICD 203 Analytic Standards to produce intelligence products; and apply ICD 206 Sourcing Requirements for analytic products and analytic outreach.

- ♦ **Target Audience:** Homeland Security Intelligence Analyst
- ♦ **Clearance:** Unclassified
- ♦ **Systems Access:**
 - **State and Local Partners** are able to access the class via the Homeland Security Intelligence Network (HSIN) account to access the class:
<https://learn.dhs.gov/p377azcdr12/>
 - **DHS Employees** are able to access the class via Performance and Learning Management System (PALMS): <https://etms.hq.dhs.gov>

Watchlist Analysis Course (WAC) – The WAC provides employees the knowledge and skills necessary to execute the watchlisting process. Students learn nomination, review, validation, and screening; DHS component roles and missions related to watchlisting and screening activities; legal authorities; protection of civil rights and civil liberties; policies related to national and departmental watchlisting functions; quality assurance procedures; and Watchlist Analyst certification requirements.

- ♦ **Course Dates:** 5/21/18 – 6/1/18
- ♦ **Target Audience:** DHS Watchlist Analyst
- ♦ **Clearance:** TS//SCI
- ♦ **Recommended Training:** TIDE or WLF 101 training offered by NCTC & DHS
- ♦ **Required Systems Access:** Students must have access to TIDE before reporting to training. This requirement cannot be waived.

Intelligence Overview Seminar (IOS)- The IOS provides employees the knowledge and skills necessary to an introduction to the Department of Homeland Security Intelligence Enterprise (DHS IE). Students are trained to recognize the responsibilities of a DHS IE employee engaged in the Homeland Security Intelligence Enterprise (HSIE) missions. Upon completion of the seminar, students will have a basic understanding of the DHS IE.

- ♦ **Course Dates:** 6/6/18 – 6/7/18
- ♦ **Target Audience:** Homeland Security Intelligence Analysts
- ♦ **Clearance:** None
- ♦ **Recommended Training:** None

Meet the ITA's Staff: Elizabeth Almeida

Elizabeth Almeida is an Intelligence Specialist at the Department of Homeland Security's Intelligence Training Academy (ITA). Before joining the ITA in August 2013, she served 25 years in the U.S. Air Force as an Intelligence Officer and 9 months at the Washington DC Fusion Center as the Operations Manager. Ms. Almeida is Course Chair for the Data Analysis Course (DAC), Watchlist Analyst Course (WAC), I&A Analytic Development Course (IADC) and DHS Analytic Tools and Systems (DATS) course. She is also an Intelligence Analysis Basic Course and I&A Analytic Development Course instructor.



Ms. Almeida is a graduate of the Air Force Academy and holds a Master's degree in Applied Management from the University of Maryland, University College. She is a graduate of the National Security Agency intern program. She completed the Instructor Training Course from the Transportation Security Administration Office of Law Enforcement/Federal Air Marshal Service. She also has an Instructional Systems Design Certificate from the Association for Talent Development.

Liz enjoys traveling, sports, music and the outdoors. She resides in Washington D.C.

I&A Training Support Points of Contact

I&A PALMS Questions - Please contact Ms. Carolyn Contreras-Guzman at carolyn.contreras-guzman@hq.dhs.gov or 202-447-3941

I&A SF182 Questions - Please contact Ms. Carolyn Contreras-Guzman at carolyn.contreras-guzman@hq.dhs.gov or 202-447-3941

I&A Professional Development Questions - Please contact Mr. Nicholas Stark at Nicholas.Stark@HQ.DHS.GOV or call 202-282-8680

ITA 90 K Street NE, Facility Reservations - Please contact the IA-Registrar@HQ.DHS.GOV or call 202-275-4160

ITA Director - Brian Kelly, brian.kelly@hq.dhs.gov; 202-275-4161